
November 2021 Personnel Committee Meeting Minutes

Call to order

A meeting of the Personnel Committee of Rappahannock Area Community Services Board was held at 600 Jackson Street on November 9, 2021. Attendees included Nancy Beebe, Lawrence Davies, Linda Ball, Greg Sokolowski, Debbie Draper, Jacque Kobuchi, Joe Wickens, Michelle Runyon, Tina Cleveland, Jane Yaun, Brandie Williams, Amy Umble, Stephanie Terrell, Topher Gibbs, and Teresa McDonnell. Members not in attendance included Linda Carter, and Ken Lapin.

October 2021 EEO Report and Recruitment Update

Michelle Runyon told the Committee that RACSB received 182 applications through October 31, 2021, an increase of 86% compared to the month of September 2021, and an increase of 73% when compared to the month of October 2020. RACSB received 1,022 resumes through Indeed for October 2021. There are currently 102 open positions.

ATTACHMENT I

October 2021 Retention Report

Michelle Runyon reported that Human Resources processed a total of 11 employee separations for the month of October 2021. Some of the reasons given were other employment, personal reasons, family emergencies, and moving out of the area. The retention rate was 98%.

ATTACHMENT II

Cultural Competencies – Annual Report

Jane Yaun reported that a review of RACSB's cultural competencies for FY 2021 found that the race/ethnicity of RACSB employees is somewhat reflective of the general population of Planning District 16, as well as the individuals served by the Agency. The race/ethnicity of individuals applying for positions with RACSB varies slightly from the census estimates population for the region, which was last updated and published in 2019.

Annual training on cultural diversity via eLearning continues to be required for all RACSB staff, as part of the Cultural Competency Plan. Additionally, a Diversity, Equity and Inclusion Committee continues to meet regularly to discuss plans and resources to advance the agency's environment as one of inclusion for all employees.

ATTACHMENT III

Adjournment

The meeting adjourned at 1:25 p.m.